

**TOWN OF GRANBY  
CHARTER REVISION COMMISSION 2011  
REGULAR MEETING MINUTES  
FEBRUARY 1, 2012**

**PRESENT:** Francis Brady, Chairman; Terri Ann Hahn, Annie Hornish, Lowell Johnson, Sheri Litchfield, Jim Lofink, Melissa Migliaccio, and David Russell

**OTHERS PRESENT:** John E. Adams, First Selectman; and Mark C. Neumann, Board of Selectmen

The meeting of the Charter Revision Commission 2011 was called to order by Chairman Francis Brady at 7:30 p.m.

It was noted Bruce Murtha was recovering from an injury and would not be in attendance, but he is actively involved by communicating with Commission members.

**PUBLIC**

No public addressed the Commission.

Mr. Lofink received an anonymous email commenting in favor of a referendum for passing of the annual budget and any capital improvement over a set amount and setting a minimum percentage of voters required for a referendum to pass for a magnitude amount.

**RECEIVE COMMENTS FROM BOARD OF SELECTMEN, BOARD OF EDUCATION, BOARD OF FINANCE**

The Commission thanked Mr. Adams and Mr. Neumann for taking time out of their schedule to attend and comment.

Chairman Brady reported that Board of Finance member, Al Wilke, presented him with a change for consideration in the Charter. It was to change the length of term for the Board of Selectmen from every two years to a four year term and overlapping the terms with the members. Chairman Brady asked First Selectman his thoughts.

First Selectman Adams response was he saw no problem or issue with the two years and using a two year term is easier to commit than a four year term, given the responsibilities and meetings the Board of Selectmen attend and deal with during their two year term.

First Selectman Adams commented to keep the opportunity to vote and pass the annual town budget vote at the Annual Town Meeting. He felt this shows good communication process and leadership in the community. He commented the process of requiring 2/3 votes to pass has been working for a number of years. Selectman Neumann concurred with First Selectman Adams comments.

First Selectman Adams mentioned the difficulty in dealing with the emergency call created by the storm in late October (sometimes called Storm Alfred). A consideration should be given to change the appropriation expenditure power to perhaps a 2/3 vote by the Board of Selectmen and 2/3 vote by the Board of Finance and increase the 1-1/2 percent of the current tax levy and add "governmental reimbursements" for calculating the sum of an additional appropriation exclusion clause. The 1-1/2 percent of the current tax levy is approximately \$450,000 and the

cost of the emergency call was \$1M. To hold a town meeting and referendum for an emergency matter can take weeks to accomplish.

First Selectman Adams also added that consideration should be given to add an additional six months regarding the appointment of an interim Town Manager who was a town official.

Selectman Neumann stated that he finds the Charter works well and changes should be made only if needed.

Ms. Hornish asked the Messrs. Adams and Neumann their thoughts about the 45 days to appoint another member to an agency, board, commission, or committee. Both agreed not enough time to appoint because at times it is difficult to find volunteers for committees. The town committees assist the Board of Selectmen in appointing members who are volunteers. They also commented that there is no penalty if the 45 day rule cannot be kept.

When questioned on the section discussing the election vote of the first selectman and selectman members, First Selectman Adams and Selectman Neumann concurred it works now, and see no need to change.

Mr. Russell asked whether the timetable is too tight regarding town budget process and presentation by the Town Manager to the Board of Selectmen. In particular, the time allowance to give the budget presentation to the Board of Selectmen, it may be one day before the Board of Selectmen present to the Board of Finance.

First Selectman Adams and Selectman Neumann answered typically the budget is presented the first Monday in March. If it was to be changed, it would be a strict rule to maintain.

Chairman Brady thanked First Selectman Adams and Selectman Neumann for coming and giving their comments. Both left approximately 7:50 p.m.

Chairman Brady distributed an email from Board of Education Chair, J. Cal Heminway. It mentioned two ideas: 1) create a permanent town building committee, 2) replace CPPAC with a standing municipal operations/capital planning committee. After reading the email, the Commission expressed they were good ideas but not particularly as a charter item. The Board of Selectmen presently has the option to create committees.

**CONSIDERATION OF CHARTER SECTIONS TEN AND ELEVEN** (discussion to be led by Ms. Migliaccio and Mr. Russell)

Section 10-1: A review was made and if budget presentation timetable changes, it will trigger a date change in this section.

Section 10-2: A review was made and Town Manager's input will be asked for.

Section 10-3: A review was made and no change is suggested at this time.

Section 10-4: A review was made and no change is suggested at this time.

Section 10-5: A review was made. Concerning Section 10-5(b), the commission concurred that a provision for the separation of the Board of Education and Selectmen's budget will not be

pursued. Some comments from the Commission were a divided budget can have an adverse affect, works as a whole presently, keep as one budget because accounting procedures are affected, especially if one passes and one does not, presently the operating expenses of both boards are separate and operating revenue is a combined budget, thus accounting procedures would be affected, and Board of Finance helps track both budgets.

Section 10-5(c) was discussed and the Commission concurred voting at the town meeting after the presentations permits for an informed decision to be made. A suggestion was made to elaborate on the number of persons present at the town meeting for the vote in case the population number decreases, such as "230 persons or 10% of population, whichever is lower". Regarding other sub-sections 10-5 d, e, f, g, minor changes were recommended such as grammar, modernize wording in sections, and request input from the Town Manager on sub-section (g). Also need to review where in the Charter it defines who is eligible to vote at the town meeting for budget. If not, add to the Charter.

Section 10-6: A review was made and more discussion is recommended, in particular sub-section (e).

Again the Commission commented changes should be made only if needed for clarification or change.

Ms. Migliaccio and Mr. Russell will continue their review at next regular meeting.

## **MINUTES**

This agenda item was moved and handled here as a courtesy to the guests who attended the meeting.

The Commission reviewed the meeting minutes of January 18, 2012. ON A MOTION by Lowell Johnson, seconded by Terri Hahn, the Commission voted 7-0-1 to approve the minutes as presented. Ms. Migliaccio abstained.

## **CONFIRM DATE OF NEXT MEETING**

A special meeting is scheduled for February 4, 2012 for public comments regarding the present Charter. The meeting will be held from 9:30 a.m. – 11 a.m. in the Town Hall Meeting Room.

The Charter Revision Commission 2011 next regular meeting is scheduled on February 15, 2012 at 7:30 p.m.

## **ADJOURNMENT**

On a **MOTION** by Lowell Johnson, seconded by Terri Hahn, the Board voted unanimously (8-0-0) to adjourn the meeting at 9:35 p.m.

Respectfully submitted,

Patricia I. Chieski

CRC MINUTES

02/01/12

Page 4

Recording Secretary